

North Cumberland Fire District

Meeting Minutes

January 20, 2010

Present:

Edward LeBlanc, Chairman

John Aharonian

Robert Audette

Brian Campbell

Matthew Gannon

Paul Lindquist

John Patrick McCoy

Michael Spaziani

Absent:

Others Present:

David DelVecchio, Chief

Fay Dakake, Clerk

Martin Klara, Tax Collector

Robert J. Murray, Treasurer

Opening:

The regular meeting of the North Cumberland Fire District (NCFD) was called to order at 7:02 p.m. on Wednesday, January 20, 2010 by Chairman LeBlanc.

A. Approval of the Minutes

Motion was made by Mr. Audette, seconded by Mr. Lindquist, to accept the Clerk's Report for December 16, 2009. All in favor. So voted.

B. Treasurer's Report

Treasurer Murray submitted his report which included:

• December Income Statement

Revenue Side

Total revenue for the month \$47,414.76, slightly below budget.

89% of 2009/2010 taxes collected thru 12/09

Revenue typical through December

Expense Side

Total Expenses \$175,000. vs. budget of \$183,000., slightly below budget for the month.

Attention called to Line Items:

6000 - Gas, Diesel and Oil– Spending at higher rate than budgeted

6010 - Truck Repairs and 6130 Build supplies, Repairs, & Impr. - a credit balance resulting from check received from VFIS to cover damage to the building and the truck.

6030 - Upgrading & Pur. New Equipment a bit over budget. Receipt of a matching grant allowed for the purchase of \$2000. worth of brush fire equipment and foam for \$1000.

6200 - Payroll - Five weeks of Payroll for the month of December

6480 - Professional Fees - \$2087. vs. budget of \$2000.

• December Year to Date

Compares the December actuals to the overall budget. Items of caution highlighted.

Income Side

The interest income is well below what was budgeted. (10 basis points on savings with Citizens)

Expense Side

6000 - Gas, Diesel, and Oil. Significant January bills

6030 - Upgrading & Pur New Equipment 39% left to spend, possible timing issue. Request to monitor.

6120 - Telephone 36% remains to spend.

6360 - F/F Training Tuition matter of timing.

6450 - Office Supplies & Expenses 6480 Professional Fees Over budget

The Chief will be monitoring Office Supplies

On an overall basis, expenses are right where they should be at roughly 50 %.

Chief DelVecchio offered clarification on:

Office Expenses – Over based on the percentage of the year but not on the line item due to some extensive purchases in the beginning of the year.

Fuel – Primary cause of the fuel increase is that the new engine is using quite a bit more (70 gallons per week) fuel than the old engine. The reason for the increase is a larger, higher horse power engine and diesel emissions standards that require a regeneration feature.

- **Balance Sheet**

Total savings/cash at the end of December \$995,000. down about \$110,000. from the previous month. Looking at the Profit and Loss

Statement it is the difference between the revenue and expenses.

Prepaid Expense \$2614.75 Two payments recorded by PAYCHEX in December. A matter of timing.

Accrued Expenses increased levels due to timing of invoices such as Blue Cross/Blue, Delta Dental, etc.

Restricted - Smoke Detector Fund decreased by \$2,000., 3 expenditures and only \$150 - \$250 coming in.

Fiscally in good health with most cash invested in the saving account at Citizens Bank earning 10 basis points.

Motion was made by Mr. McCoy, seconded by Mr. Audette, to accept the Treasurer's Report for December, 2009. All in favor. So voted.

C. Tax Collector's Report

Tax Collector Klara submitted his report dated January, 2010. Mr. Klara reported he is generating more income as a result of a subsequent set of invoice being sent. Nearly \$30,000. collected so far this month.

Motion was made by Mr. Spaziani, seconded by Mr. Lindquist, to accept the Tax Collector's Report dated January, 2010. All in favor. So voted.

D. Chief's Report/Monthly Expenditures

Chief DelVecchio presented his Monthly Report for December 2009. He highlighted the following:

- Lt. Emerson and Firefighters Dube and Ferreira were trained and administered H1N1 vaccinations at local schools and Memorial Hospital.**
- Letter submitted by Lt. Paquin expressing Firefighter Grenier's outstanding job in comforting a 9 year old girl who found herself home alone after school and who called the station after finding the number on a public education fire prevention refrigerator magnet distributed by NCFD.**

Discussion of the following transpired:

- Rollover on Staples Road.**
- December 19, 2009 snowstorm coming in on Saturday night into Sunday expecting 18 to 20 inches of snow. For that reason 2 department personnel were called back to man the ladder truck and brush truck.**
- Possible explosion on 2 Bishop Drive was actually the backfiring of a boiler, no actual fire.**

- **Calumet Photo** - a digital camera and assorted components for the fire prevention and training divisions to utilize for pre-plan inspections as well as training and other opportunities where digital photos are needed. Chief DeVecchio previously attempted to purchase photo equipment which was said to have been shipped but never arrived. A claim has been filed with the Attorney General's Office.

- **EMT recertification \$1,500.** All department members were recertified with their EMT certifications. \$100.00 per firefighter.

Motion was made by Mr. Campbell, seconded by Mr. Audette, to accept the Chief's report with expenses for December 2009. All in favor. So voted.

E. Committee Reports:

Financial Management, Budget, Taxes

No comment

Apparatus/Buildings/Grounds

No Comment

Personnel/Labor Management/ Negotiations

To be discussed in Executive Session.

Mr. Lindquist asked the Personnel and Labor Management Committee

to begin thinking about the appreciation dinner. Department personnel input welcomed.

Mr. Campbell reported significant progress in negotiations of the Chief's contract with one issue remaining to be discussed in Executive Session. Chief DeVecchio was invited to attend.

F. Old Business

Surplus Equipment

Chief DeVecchio provided an update on which items were sold and their selling price. Chief DeVecchio asked for the authority to have the funds generated from the sale used to replenish equipment.

Service Fee Collections

The first payment for service fees collected from Fire Recovery USA has been received in the amount of \$1,932.02. An additional check in the amount of \$744.00 is in process. Fire Recovery USA is in the process of collecting \$7992.00. A portion of the payable fee is to replenish materials that are used at the scene of an accident. Otherwise, Chief DeVecchio would like to utilize these fees where he sees needed within the budgetary items.

Mr. Lindquist suggested the fees go to offset the increase in the cost of fuel consumption. Chairman LeBlanc would like the Chief to take that into consideration but feels where those types of monies go, is a chief's decision.

G. New Business

Fire Marshal's Schedule

With the Chief's support, the fire marshal's position was changed to an alternating Monday through Thursday, Tuesday through Friday, ten hour per day position. Chairman LeBlanc will meet with Brian Bernardo and the Chief to take care of that piece of the contract.

COLA for Steve Garon

Brian Bernardo, on behalf of the Union, questioned the Board's interpretation of how COLA is addressed. He distributed a copy of state law Title 45, Towns and cities, Chapter 45-21.3 Death of Other Retired Police Officers and Fire Fighters. The topic is passed for legal counsel.

H. Public Comment

No comment.

Executive Session per R.I.G.L. 42-46-5 (1), 42-46-5 (2)

Motion was made by Mr. McCoy, seconded by Mr. Campbell and unanimously carried to enter into Executive Session in accordance with R.I.G.L.42-46-5 (1) and 42-46-5 (2) at 7:49 p.m.

Adjournment

**Motion was made by Mr. Campbell, seconded by Mr. Lindquist and
unanimously carried to adjourn the public meeting at 9:10 p.m.**

Minutes submitted by: Fay Dakake, Clerk

Approved by: Edward LeBlanc, Chairman
